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SECURITY INFORMATION

6 August 1953

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MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Report #31  
Assessment and Evaluation Staff  
29 July - 4 August 1953I. NEW ACTIVITIES1. Office of the Chief

a. EAR attended the meeting of the Professional Selection Panel. There was discussion on the paper submitted by Mr. Meloon. The representative from Personnel stated that he did not believe there was sufficient difference between the position of Personnel and that of the Panel as contained in the subcommittee report on procedures of screening for career suitability to make necessary any extended discussion at this time. The Meloon paper will be transmitted along with the Panel report on procedures for screening to Mr. Kirkpatrick for the informal review of the CIA Career Service Board. If the position taken by the Panel is generally approved, arrangements will be made to have the procedures cast in the form of a regulation. Chairman of the Panel, in the memorandum transmitting the procedure for screening, will summarize a number of points brought out in the discussion, including the fact that "Office of Training" should be inserted at appropriate places in the Meloon paper.

b. [ ] who is just completing his doctorate at Princeton University, was interviewed as a result of a referral by the office of the American Psychological Association. A & E is not interested in him at this time.

c. [ ] are attending the current Orientation Course. [ ] entered the BIG(I) on 3 August.

d. The statistical report for July is attached.

2. Assessment Branch

a. Assessment cases scheduled for the week . . . . .	5
b. Assessments performed . . . . .	5
c. Assessment cases written . . . . .	7
d. Assessment cases to be written . . . . .	6
e. Professional trainee (JOT) tests administered . . . . .	4
f. Language tests administered . . . . .	0
g. Cases scheduled for the future:	
Assessment . . . . .	14
JOT . . . . .	1
Language . . . . .	0
h. Pre-training and EOD test batteries administered . . .	19

25X1  
25X1  
25X1

JOB NO. [ ] FLD NO. [ ] DOC NO. [ ] NO CHANGE  
IN CLASS/ DECLASS/ CLASS CHANGED TO [ ] RET. JUST. 22  
NEXT REV DATE [ ] REV DATE [ ] REVIEWER [ ] TYPE DOC. 02  
NO. PGS 5 CREATION DATE [ ] ORG COMP II OPL II ORG CLASS S  
REV CLASS C REV COORD. [ ] AUTH: HR 70-3

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25X1 1. [ ] reported for duty with the A & E Staff on 29 July.

3. Training Evaluation Branch

a. One special abstract of training record was requested, prepared, and transmitted during the period.

b. Training evaluations for four individuals taking language training and dated 25 May were received. The desirability of distributing these at this late date was referred to DD/TRG for decision.

II. OLD ACTIVITIES

1. Office of the Chief

a. A planning committee established by the Chief, A & E, to insure development of an integrated A & E program has completed its plans for Fiscal 1954. These plans have been reduced to specific terms, which have been transmitted to each of the branch chiefs for implementation.

2. Training Evaluation Branch

25X1 a. Two meetings were held concerning training evaluation problems. The first was with [ ] and his group of instructors. In general, 25X1 this group likes the form. Certain procedural changes were discussed. 25X1 Agreement was reached that [ ] would submit a list of his objectives in terms of training evaluation needs. The second meeting was with [ ] at which problems peculiar to evaluation in BIC(CS) were discussed.

As a result of these discussions, a revision of the current training evaluation form should be ready for the printer by 15 August.

b. Work on the overall plan for training evaluation is in its final phase. It is hoped to initiate discussions with the Director and Deputy Directors of the policy involved sometime next week.

3. Research and Validation Branch

*At the request of the FE Div. DDP approval will*  
a. *On 12 August* two members of the A & E Staff leave for the Far East for the following purposes, their stay not to exceed six months:  
*The purposes of the trip are:*

(1) To survey the problem of psychological screening of indigenous personnel in FE with a view to determining the best kind of program for the screening in terms of needs, first of FE and second of the Agency as a whole.

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SECURITY INFORMATION

- 3 -

(2) To evaluate psychological screening of [ ] and conduct a specific study to improve the procedure.

This work will be under the professional direction of the Chief, A & E Staff. It will be conducted in close coordination with the Chief, Training, [ ]

b. Development of SOP to facilitate carrying on special project activities of the branch is about three-quarters completed.

c. Revision of the Practical Situations test has been completed, and the test is being reproduced.

[ ]

Chief

Assessment and Evaluation Staff

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